



## Lamoine Board of Selectmen

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### Minutes of April 15, 2010

Administrative Assistant/Deputy Town Clerk Stu Marckoon called the meeting to order at 5:30 PM

Present were: Selectmen William Brann, Richard Fennelly Jr., S. Josephine Cooper, Gary McFarland, Cynthia Donaldson; Administrative Assistant Stu Marckoon, Town Clerk Jennifer Kovacs

**Selection of Chair** – Richard nominated Jo to be the chair for the next year. William 2<sup>nd</sup>. Jo said she was willing to do it. Vote in favor was 4-0 (Cooper abstained). Jo assumed operation of the meeting.

**Expenditure Warrant 20** – Selectmen signed expenditure warrant 20 in the amount of \$196,480.98. Stu noted that the school payment and the final snow plowing contract payment made up the bulk of the warrant. He said he moved \$130,000 from the investment management account to cover the checks. Richard noted that replacement flags had been purchased. Stu confirmed they were in house.

**Cash and Budget Report** – Stu noted that there was a bookkeeping mistake, so the report showed the warrant amount to be \$19.51 lower than the actual warrant. He said he fixed the mistake after printing the report.

**Checking Account Reconciliation Review** – Stu explained why such a review is a good idea, referring to a recent theft in Newburgh. He said the reconciliation ties the checkbook, the bank statement, and the general ledger to the same figure. Selectmen signed the statement expressing satisfaction with the review of the reconciliation.

**Certificate of Service** – Selectmen signed a certificate honoring former Selectman Kermit Theall for his service to the town.

**Selectmen Procedures** – Stu noted there were no changes from the previous set of procedures. Jo moved to adopt the proposed procedures. Richard 2<sup>nd</sup>. **Vote in favor was 5-0.**

**Fee Schedule** – Selectmen asked if there were any changes, noting some wording was in italics. Stu said he'd removed long distance charges on faxes and phone calls. Cynthia asked whether people could borrow DVD recordings of meetings as opposed to purchasing a copy. Stu said a sign-out system could be devised, but he didn't recall any recent requests for borrowing a recording. Jo moved to approve the fee schedule as proposed. Gary 2<sup>nd</sup>. **Vote in favor was 5-0.**

**Disbursement Policy** – Jo briefly explained the purpose of the policy, designed to see that vital payments such as taxes, payroll, and minor purchases are authorized in between Selectman meetings. She moved to pass the policy. Gary 2<sup>nd</sup>. **Vote in favor was 5-0.**

**Ordinances** – Selectmen signed the Building and Land Use Ordinance and the Regional Shellfishing Ordinance, both which were passed by voters at town meeting the previous week. Stu noted that several people had come into the office to inquire about purchasing shellfishing licenses. He said they've had to defer them until all the towns pass the common ordinance, and the towns should meet before starting sales to work out details.

**Recycling Drop Off Location** – Cynthia reported she and Stu went to Coastal Recycling the previous day, and she found the set up really interesting. Stu said Coastal could accept the roll-offs on either Friday morning or Thursday afternoon. He said he was asking the board to authorize Pine Tree Waste to haul the roll-offs to Coastal instead of Bangor and to authorize him to start talks with Pine Tree in regard to cardboard and possibly a contract extension. Cynthia noted that mixed paper is also allowed at Coastal. Gary moved to authorize the change and the allow Stu to discuss the further changes as outlined above. Jo 2<sup>nd</sup>. Stu said he would not make any agreement without board approval. **Vote in favor was 5-0.**

**Facilitated meeting** – Stu reported that Ron Beard, who will facilitate the meeting, suggested inviting specific people, and he had compiled a list. Selectmen had several other names to add to the list and said they would contact Stu as they thought of more. Jo and Cynthia said the final version of a poster should emphasize business development.

**Appeals Fee Refund Request** – Stu reported that Tina Weaver had requested a refund of the \$50 Board of Appeals fee she had paid. He said Mrs. Weaver had withdrawn the appeal at the last minute, but the town had incurred substantial effort on the application. He said the ordinance does not address refunds, and suggested that the Board reject the request. He said he had drafted a letter if the Board opted to reject the refund request. Jo moved to deny the request. William 2<sup>nd</sup>. **Vote in favor was 5-0.**

**Cell Tower Update** – Stu said he'd sent Verizon Wireless a letter by certified mail in regard to the lease payment. He said someone showed up requesting the building permit and he had faxed that to the number provided, so he expected something to happen soon.

There being no further business, the meeting adjourned at 5:55 PM

Respectfully submitted,

Stu Marckoon, Adm. Asst. to the Selectmen